

This document provides clients with a quick reference for significant changes from previous years to the FY 2011 applications and guidelines. GCA offers its appreciation to the FY 2009 Peer Review Panelists for directing the agency's attention to application process improvements. Other changes may exist, which are discussed in the grant-specific guidelines and instructions. Applicants are responsible for reading/reviewing the [FY 2011 Application & Contract Compliance](#).

GEORGIA COUNCIL FOR THE ARTS: MISSION

The current recession and strain on the state's budget has resulted in a loss of 63% of the agency's budget since FY2008. This extraordinary cut forced GCA Staff and Board to re-assess all elements of its offerings, as well as its mission. The agency's mission has thus been changed to read: **access to the arts for all Georgians, with its focus on its prime responsibility, the nonprofit arts industry of the state.**

ELIGIBILITY

General Eligibility: Given the reduced dollars available for contracts and the agency's reduced staff (four vacancies and of the remaining eight positions, four are part-time), GCA is concentrating its focus on nonprofit arts organizations, specifically: single- and multi-disciplined arts organizations, which include presenters, art services organizations, and dedicated arts units of governments and post-secondary institutions.

At least until the time when the GCA budget returns to FY 2008 funding levels, there are only four grant programs open. These applicants will continue to be adjudicated by Peer Review Panels made up of experienced professionals in the applicant's type.

- [Operating Support Grants](#) for single- and multi-discipline arts nonprofits with a budget over \$125,000
- [Project Grants](#) for all other arts nonprofits in the areas of Folklife and Arts Programming, including touring
- [Traditional Arts Apprenticeship Grants](#)
- [Georgia Artists Initiative, Touring and Traditional Artists Roster](#)

The GCA Board and Staff considers all of these changes temporary, and all hope that the agency can return to its multiple grant programs for many types of applicants soon.

Consensus Statement Response: Failure to respond to a FY2010 Panel Consensus Statement (where applicable) will render an applicant ineligible.

Georgia Certificate of Incorporation Annual Registration: This document, which proves active registration with the Georgia Secretary of State, now will have to be submitted with the three, signed contracts instead of at the time of application. This allows the applicant to register annually in January and have the contract execution be effective for the fiscal year of the contract.

Please note that current registration remains part of the eligibility criteria. As a routine part of the Staff Review, Program Managers verify that the applicant completed the application's Fiscal Year registration renewal. If the applicant is not in active compliance by the application deadline year (an FY2011 application is submitted during FY2010), the application will be deemed ineligible.

Number of Applications: With reduced staff and available dollars to award, organizations are eligible to make only one application; the only exception is for organizations that serve as GAP Partners or those applying to be included on the Touring Artist Roster or the Traditional Artists Roster.

Failure to Release Unused Funds: Please note, this penalty was published in the *FY2010 Application and Contract Compliance Guidelines* and continues to be a matter of utmost importance to GCA. Loss of any amount of arts funding is detrimental to the field, but particularly now given the severe cuts to GCA's budget, loss of funds carries an even greater significance. When clients fail to return unused funds to GCA prior to the close of the fiscal year, those unused funds are returned to the state, and lost for the arts. Therefore, please take note: **Failure to notify GCA of unused funds and return funds before June 30 will render the organization ineligible for one complete year in all grant categories.**

GRANTS AND PROGRAM AREAS

Inactive Grant Categories: Given the greater than 60% cut to GCA's budget, we have had to make incredibly difficult decisions about our funding categories and priorities. As a result, the following grants are now inactive and funding for these programs will not be restored until GCA's funding is restored to pre-recession levels: Project Grant - Touring; Project Grant - Capacity Building; Community Partners Planning and Implementation Grants; Arts Curriculum Enhancement Grants; Artist In Residence Grant; and the Teacher Professional Learning Grant.

Arts Education: With such little support for arts education in Georgia, it was very difficult to eliminate schools from being eligible grantees in FY 2011. But, GCA did not want to eliminate all of its arts education support. In August, GCA surveyed its FY 2010 CAPS and GOS clients to understand the complete range of arts education programming offered. Our clients offer every NEA classification of arts education programming to K-12 students; much of it in great quantity, serving thousands of students. GCA decided to continue support for arts education, but to directly fund programs offered by the nonprofit arts industry applicants. NOTE: Without an Arts Education Program Manager to manage an arts education panel, new applicants to TAB and AECB cannot be accepted at this time.

Under the Operating Support Grant, all applicants are invited to provide a two-sheet maximum narrative detailing their arts education programming. This is a bonus element to the application; there is no requirement to complete this section. The arts education narrative will be scored by the Peer Review Panel to a maximum of 5 points, which are in addition to the Narrative points.

Operating Support (OS) Grant: This single grant category is replacing General Operating Support (GOS) and Community Arts Programs and Services (CAPS) grants. The guidelines and criteria have been consistent for several years and the new title reflects the main difference between OS and Project

Grant (PG), that the entire season is eligible in the first, but only a single project/program is eligible in the second.

OS Extension Year: Given the current strain on the agency's budget, GCA will not be able to fund the 56 Onsite Reviews that would be required for Year 1 applicants during the FY2011 application cycle. In order to make the best use of limited resources, all CAPS/GOS grantees from FY2010 will apply for an extension year in FY2011, essentially continuing their FY2010 status. Therefore, all clients funded through GOS and CAPS in FY2010 will apply in FY2011 as ***OS Continuation Year 2 or Year 3***. Organizations that would have entered Year 1 in FY2011 will apply for Year 1 in FY2012.

Organizations that applied for FY2010 CAPS/GOS Single-Year funding, were not funded for Continuation Year 1 in FY2010, or whose FY2010 CAPS/GOS CY1 application was deemed ineligible may submit an ***OS Single-Year or Continuation Y1*** application in FY2011. If appropriate, these applicants will receive an Onsite Review.

Project Grant (PG): All requests for project support will be submitted through the Project Grant category and follow the Project Grant Guidelines. These grants will support projects that use arts programming as the primary activity. Project Grant applications will be reviewed by the discipline-specific panel as in previous years.

Community Arts Programs and Services (CAPS) Grant: Starting in FY2011, all operating support applicants will file under the grant heading of ***Operating Support***. Therefore, multidisciplinary organizations that received operating support under the heading of CAPS should apply for these funds through the OS Grant. Multi-disciplinary, community arts applications will continue to be reviewed by a peer review panel composed of community arts professionals.

Folklife Project (FP) Grant: To streamline GCA's application process, the Folklife Project Grant has been incorporated into the Guidelines for ***Project Grant***. Applicants in this program area must provide the panel with some Folklife project specific information as directed by the Guidelines. Applications will continue to be reviewed by the Traditional Arts Peer Review Panel.

Traditional Arts Apprenticeship (TAA) Grant: Starting in FY2011, TAA applicants are required to submit the application through ***e-Grant***. Applicants are strongly advised to contact Brandy Klopp, TA Program Manager, with any technical issues.

Georgia Artist Initiative: This program helps to support the development of the state's arts infrastructure through a collection of twelve different programs and services offered to Georgia artists. Due to budget constraints, only three of these programs will be offered in FY 2011: applications will be accepted for the Touring Artists Roster (TAR), Traditional Artists Roster (TRAR), and the Georgia Writers Registry.

Arts Education Consultant Bank (AECB) and Teaching Artist Bank (TAB): As mentioned above, without an Arts Education Program Manager to manage an arts education panel, new applicants to TAB and AECB cannot be adjudicated for the Georgia Artists Initiative Artists Roster. Therefore, members

of TAB and AECB currently on the Roster in continuation years will be listed as usual. Any artist that is scheduled to re-apply in FY2011 should not submit an application to recertify. Rather, these artists should submit only a new photo and **Profile Form** to continue on the Artist Roster for another year.

Minimum and Maximum Awards: In anticipation of continuing cuts in the agency's FY 2011 state allocation, GCA has set these award levels:

- For Operating Support Grants: up to \$50,000 maximum and \$3,500 minimum
- For Project Grants: up to \$3,500 maximum
- For Traditional Artists Apprenticeship Grants: \$2,250

Should the GCA state allocation not continue to be cut, staff will review its FY 2011 budget (anticipated in the Spring, 2010) in order to assess the need for any changes to the minimum and maximum awards, whether moving up or down.

Criteria: In the agency's continuing efforts to simplify the application and review processes, the Criteria and Narrative Questions have been combined in the grant-specific Guidelines. The Peer Review Panel will judge and score eligible applications by the response to the questions, which are presented with maximum point allocations, providing transparency for the applicant and a scoring guide for the panelists.

Support Material: First, VHS tapes are no longer an acceptable format for the submission of Support Material (either with the application or the Final Report).

Second, as of FY 2011, GCA will not return Support Material. With reduced personnel, this is one burden that will help maintain the GCA Staff efficiency.

Third, applicants in the Literary Arts no longer need to flag for review pages of recent publications submitted with Support Material. The panel will continue to review for quality the representative sample of work submitted with the application as Supplemental Information.

Finally, applicants to the Touring Artists Roster (TAR) and the Traditional Artists Roster (TRAR) will mail in the three (3) required **Presenter Reference Forms** with their Support Material. Please plan accordingly.

APPLICATION FORMS

e-GRANT SYSTEM Uploads: e-Grant System now accepts PDF documents.

Legal Assurances Form: This form has been eliminated. There will be a legal assurances statement in **e-Grant** that requires an electronic signature. To satisfy state requirements for a handwritten signature, the three copies of the GCA contract suffice.

Application Checklist: The grant-specific application checklist will continue to be provided as the last page of the application. It is there as a resource to ensure that all requirements have been uploaded and mailed. However, it is no longer necessary to upload this document into the e-GRANT SYSTEM.

Supplemental Information

Part of the Required Attachments, this is a new name given to additional uploads into e-GRANT SYSTEM. The term has been created for additional clarity. Examples of such documents that fall under this heading in the Guidelines include: Board List, Condensed Biographies and the *ADA Checklist*.